

1. I am interested in the subject solicitation but when I went to download the documents, it is unclear what specifically is being asked for. Is this an RFQ, RFI or RFP? The only document that I see in each of the files is the same letter explaining background and some structure of the requested service. There is no due date or what form the response should be in.

Answer 1: This synopsis is also the solicitation. No specific format is required for submittals. The due date and evaluation criteria are in the actual posting. It also states responses are to be provided via email to me at Jeannette.albiez@nasa.gov.

2. Does the customer have a particular assessment instrument in mind that evaluates all of the behaviors listed - communication, decision making and problem solving?

Answer 2: No, there are many different acceptable assessment instruments. We are interested in knowing which one(s) your company uses and that your company has the certification in that tool.

3. What specific certification or certifications are being referred to in the following?

*Vendor Qualifications:*

"The vendor performing the work must hold a certification in administering a non-self-report assessment that measures individual decision making and have significant experience interpreting the data and helping teams and groups apply that to organizational problems."

Answer 3: There isn't a specific certification – whatever tools the contractor uses. However, it should be a certified tool.

4. Is there a current vendor providing this service?

Answer 4: There is no current vendor.

5. The due date is stated as 2/11/11, is it possible to extend this due date so we may be able to respond?

Answer 5: Yes, we are extending the due date by one week to February 18, 2011.

6. Would you consider an extension to the proposal delivery due date? The turnaround of 4.5 working days makes it quite difficult for us to turnaround a proposal (received the SOW on Feb. 4 and due on Feb. 11th). With Q & A responses being submitted on the 8th, this will leave very little time to read your responses and turn around a proposal.

Answer 6: Yes, the due date will be extended to February 18, 2011.

7. Will all potential vendors/contractors receive a summary list of all Q & A? How will you plan to distribute the Q & A? And When?

Answer 7: Yes, all questions and answers will be posted on NAIS and FBO as an amendment to the solicitation for all vendors to see. We will respond as quickly as possible.